



NATIONAL GUARD BUREAU
111 SOUTH GEORGE MASON DRIVE
ARLINGTON, VA 22204-1373

S: 14 February 2014

ARNG-HCM

16 December 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army National Guard (ARNG) Announcement for the Army National Guard Warrior Training Center, Command Sergeant Major, Fort Benning, GA 31905

1. References:

- a. AR 135-18, The Active Guard Reserve (AGR) Program, 1 November 2004.
 - b. ARNG-HRH Memorandum, Subject: Title 10 Active Guard Reserve Life Cycle Management Strategy and Plan, dated 7 September 2012.
- 2.** The ARNG is seeking applications from highly qualified Sergeants Major to serve as the Command Sergeant Major for the Army National Guard Warrior Training Center, Fort Benning, GA 31905
- 3.** Eligibility. Current T32 Active Guard Reserve (AGR) and T10 Active Guard Reserve (AGR) Sergeants Major, and Traditional status NCOs in the grade of E-9.
- 4.** The selected SGM/CSM will be processed the following way depending on their current duty status.
- a. T10 AGR NCO – will remain in the T10 AGR program and will receive Permanent Change in Station (PCS) or reassignment orders.
 - b. T32 AGR NCO – will be accessed into the T10 AGR program for duration of three years on a One Time Occasional Tour (OTOT). Upon completion of the tour, the NCO will be separated from the T10 AGR program and returned to the T32 AGR program or to traditional duty status.
 - c. Traditional (M-Day) NCO – will be accessed into the T10 AGR program for duration of three years on a One Time Occasional Tour (OTOT). Upon completion of the tour, the NCO will be separated from the T10 AGR program and returned to traditional duty status.

5. Brief Duty Description. This position serves as the Senior Enlisted Advisor to the WTC Commander. Responsible for the execution of 10 Program's of Instruction (POI's), daily supervision, training, administrative support, logistical support, discipline, health / welfare, and morale of five First Sergeants, 125 full-time Instructors (both Title-10 AGR and ADOS), support personnel and staff, provides direct leadership to over

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5,500 Soldiers annually, maintains the Warrior Training Center (Camp Butler) facilities and a 45 acre camp worth in excess of \$16M. Assist the WTC Commander on enforcing current policies, and standards of performance of assigned Soldiers and students attending WTC. Provide guidance to WTC Staff in the review of promotion packets, recommendations for awards, and flagging actions. Establish, maintain, and monitor changes of the Staff Duty Roster. Implement and monitor Army Warrior Training/Testing and NCODP. Coordinate Weapons Qualification, APFT/Weigh-in, and maintain records. Communicates and coordinates directly with the CSM of the ARNG, State CSMs, the Fort Benning CSM, MACOM CSMs, Installation CSMs and numerous ARNG BCT and AC CSMs on the courses conducted at the WTC and other training initiatives.

6. Pre-requisites:

- a. Applicants must meet AGR eligibility requirements IAW AR 135-18.
- b. Rank: Sergeant Major/E-9 (PARA/LN: W39LAA / 357 / 07)
- c. Applicants must be CSM Board Selected
- d. MOS: Immaterial; must hold at least one or more of the following ASIs:
2B,F7,V,P,J3,A8,K8
- e. Military Education: Must be a graduate or currently enrolled in the USA Sergeants Major Course.
- f. Civilian Education: Associates degree preferred but not required.
- g. Experience: Must have served as Company First Sergeant preferably with deployment.
- h. Security Clearance: Must possess a current secret security clearance or higher at the time of application.

7. Application.

a. Application procedures and required forms are available on the ARNG GKO website: <https://gkoportal.ng.mil/jobs/SitePages/Home.aspx>. Application packets should be sent to the National Guard Bureau Readiness Center, ARNG-HCM-E, 111 South George Mason Drive, Arlington, VA 22204-1373 or emailed to the POCs listed below. All packets must be in accordance with the enclosed application process and be received no later than 14 February 2014.

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b. Applications received with postage funded by the US Government for "personal" mail will be destroyed. Applications received with (TAG, MILPO, etc.) endorsements are authorized US Government funded postage. Use of US Government funded overnight or express mail is not authorized.

c. T10 AGR Applicants - contact your Assignment NCO for an example DA Form 4187 that must be completed to include leadership signatures. The packet will consist of the completed DA Form 4187, copy of your ERB, DA Form 705, DA Form 5500/5501, Last 3 NCOER's, latest PME 1059, and the verification memo for your security clearance. Once packet is complete, please follow guidelines for submission outlined in paragraph 7a or paragraph 9.

d. This announcement will close at 1700 EST on 14 February 2014. Packets received after this time or packets that are not complete IAW the T10 AGR NCO application checklist will be returned without action.

8. Point of contact for position information is CSM David Snitchler, ARNG Warrior Training Center (ARNG-WTC), DSN 706-544-6140 or 706-575-8965, email at david.l.snitchler.mil@mail.mil.

9. Point of contact for packet submission is SSG Cherry Smith, Accessions NCO, Enlisted Management Branch, Human Capital Management Division (ARNG-HCM-E), DSN: 329-7534, 703-601-7534, or cherry.d.smith2.mil@mail.mil and alternate, MSG De' Laine B. Williamson, Assignments NCO, Enlisted Management Branch, Human Capital Management Division (ARNG-HCM-E), DSN: 329-7527, 703-601-7527, or delaine.b.williamson.mil@mail.mil.

Encl

DENNIS P. CHAPMAN
COL, IN
Chief, Human Capital Management Division

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